



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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WILLIAM T FUJIOKA
Chief Executive Officer

January 19, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**DEPARTMENT OF PARKS AND RECREATION:
CRESCENTA VALLEY PARK IMPROVEMENT PROJECT
APPROVAL OF REVISED PROJECT AND BUDGET
CAPITAL PROJECT NO. 86922
(FIFTH DISTRICT) (3 VOTES)**

SUBJECT

Approval of the recommended actions will replace a restroom building as part of the Crescenta Valley Park Improvement project.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the proposed project is exempt from the California Environmental Quality Act (CEQA) according to Section 15303 (e) of the State CEQA Guidelines, and Class 3B of the Environmental Document Reporting Procedures and Guidelines as the project involves replacement of an existing small structure.
2. Approve the revised scope and original project budget from 154,000 to \$246,000, funded by \$154,000 in Fifth District County Excess Funds available under Safe Neighborhood Parks Propositions and \$92,000 in State Proposition 40 Specified Grant funds.
3. Adopt the Youth Employment Plan for Crescenta Valley Park Improvement project.

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4. Authorize the Department of Parks and Recreation to implement the project in coordination with the Internal Services Department, to purchase and install the equipment of the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

Approval of the recommended actions will allow the Department of Parks and Recreation (Parks and Recreation) to proceed with completion of the Crescenta Valley Park Improvement Project (project), C.P. No 86922.

The project was established in April 2007, with a total project budget of \$154,000 funded entirely from Fifth District County Excess Funds available under the Safe Neighborhood Parks Propositions (County Excess Funds). The initial scope of work consisted of improvements to four restrooms, re-roofing of the recreation building, installation of new picnic tables, barbeques and drinking fountains, and various other building refurbishments.

The initial scope of work, with the exception of one of the restrooms, was completed in 2008 using only \$32,400 of the County Excess Funds, which was spent on re-roofing the recreation building. Three of the restrooms refurbishments were completed using \$129,000 in Parks and Recreation Deferred Maintenance funds and the picnic area improvements (picnic tables and barbeques) were completed using Parks and Recreation's in-stock equipment at a value of \$14,000.

The remaining restroom building is over 25 years old, is not compliant with standards of the Americans with Disabilities Act, and is in such a high degree of dilapidation that refurbishment of the building is not cost effective. Approval of the proposed revision to the original scope of work will allow replacement the existing restroom building with a new prefabricated restroom building. The cost of replacing the restroom building is estimated at \$213,600. Demolition of the existing restroom is not included in this project and will be completed following the construction of the new restroom building by Parks staff.

Replacement of the final restroom building will be funded by the \$121,600 in Fifth District County Excess Funds remaining in the project budget and \$92,000 in the State Proposition 40 Specified Grant funds that were transferred from the completed Veterans Park Play Area project, C.P. 69463 to the Crescenta Valley Park Improvement Project, C.P. 86922 as part of the Fiscal Year 2009-10 Supplemental Resolution.

Approval of the recommended actions will allow Internal Services Department (ISD), in its capacity as the County's purchasing agent, to issue a purchase order to a County agreement vendor for the acquisition and installation of a prefabricated restroom building and associated site improvements. The acquisition of the prefabricated

restroom building falls under the statutory authority of the County's purchasing agent. However, because of the specialized nature of the installation and the need to meet certain building code requirements, the service component associated with the labor installation costs may exceed the authority of the purchasing agent. Therefore, your Board's approval is required for the purchasing agent to proceed with this aspect of the acquisition.

The project will be managed by the Construction Division of Parks and Recreation, North Agency. It is anticipated that the project will begin construction in February 2010 and be completed within two months thereafter.

On June 26, 1997, your Board, acting as the governing body of the Regional Park and Open Space District (District), adopted a Youth Employment Policy for projects funded by the Safe Neighborhood Parks Propositions of 1992 and 1996 (Proposition A). The District requires that the governing body of the grantee adopts a Youth Employment Plan for each Proposition A funded project at a duly noticed public meeting. Approval of the attached Youth Employment Plan will comply with the District's policy. Due to the nature of this project, the Department will not utilize youth during the construction of the project. However, the Department will utilize its in-house youth from its Youth Enhancing Parks Program for maintenance of this project site after the completion of the project (Attachment B).

Sustainable Design Program

The proposed project will support your Board's Policy for Green Building/Sustainable Design Program to the extent possible by using materials that are composed of recycled materials and low-flow water fixtures.

Implementation of Strategic Plan Goals

These actions will support the County's Strategic Plan Goals of Operational Effectiveness (Goal 1), Children, Family, and Adult Well-Being (Goal 2) and Community and Municipal Services (Goal 3) by investing in public infrastructure that will enhance recreational opportunities for County residents by investing in public infrastructure and improving facilities used by children and families of the County of Los Angeles.

FISCAL IMPACT/FINANCING

The revised total project cost for Crescenta Valley Park Improvement project is \$246,000, funded by \$154,000 in County Excess Funds and \$92,000 in State Proposition 40 Specified Grant funds transferred from the completed Veterans Park Play Area project (C.P. 69463).

The estimated restroom replacement cost of \$213,600 includes plans and specifications, jurisdictional reviews, construction costs and County services. The Project Schedule and Budget Summary are detailed in the Attachment A.

Sufficient appropriation is available in the Fiscal Year 2009-10 Capital Project Budgets/Refurbishment Budget for Crescenta Valley Park Improvement Project, C.P. 86922 to fully fund the project.

Operating Budget Impact

Based on the project description, the Department does not anticipate any onetime start-up or ongoing costs resulting from the recommended actions. The provisions of the project have maintenance requirements that will be fulfilled with existing park staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with your Board's Civic Art Policy, adopted December 7, 2004, and revised on November 18, 2008, Civic Art fees do not apply to Crescenta Valley Park Improvement Project (C.P. No. 86922), as the eligible project cost is less than \$500,000.

The proposed project is not subject to the Countywide Energy and Environmental Policy adopted by your Board on January 16, 2007, as it involves the installation of a prefabricated structure less than 10,000 gross square feet in size.

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt from CEQA according to Section 15303 (e) of the State CEQA Guidelines, and Class 3B of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987 as the project involves replacement of the an existing small structure.

CONTRACTING PROCESS

The acquisition of the prefabricated restroom and installation falls under the statutory authority of the Purchasing Agent.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services and to maintain access to the park area during construction.

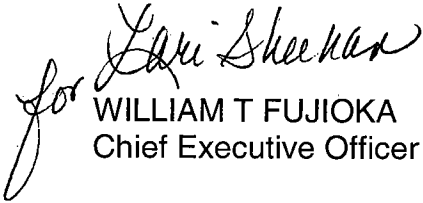
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The completed project will allow the Department to support its recreational activities and provide facilities in response to community needs. In addition, the improved facilities and amenities will contribute to a safer and healthier environment for both passive and programmed park activities.

CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office (Capital Projects Division), and one to the Department Parks and Recreation.

Respectfully submitted,


WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RG:SK
DJT:AC:zu

c: Executive Officer, Board of Supervisors
Acting County Counsel
Department of Parks and Recreation
Department of Public Social Services; GAIN/GROW Program
Office of Affirmative Action Compliance

**DEPARTMENT OF PARKS AND RECREATION:
CRESCENTA VALLEY PARK IMPROVEMENT PROJECT
APPROVAL OF REVISED PROJECT AND BUDGET
CAPITAL PROJECT NO. 86922
(FIFTH DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Board Action	January, 2010
Design Documents	N/A
Jurisdictional Approval	N/A
Environmental Documents	N/A
Adopt and Advertise	January, 2010
Award Construction Contract	January, 2010
Construction Start	February, 2010
Construction Substantial Completion	March, 2010
Final Acceptance	April, 2010

II. PROJECT BUDGET SUMMARY

Project Activity	Original Project Budget	Impact of This Action	Revised Project Budget
Land Acquisition			-
Construction			-
Construction Contract (PO)	\$ 144,000	\$ 32,000	\$ 176,000
Job Order Contract			-
Change Orders	\$ 10,000		\$ 10,000
Departmental Crafts			-
Youth Employment			-
Construction Consultants			-
Misc. Expense			-
Telecomm Equip - Affixed to Building			-
Civic Arts			-
Subtotal	\$ 154,000	\$ 32,000	\$ 186,000
Programming/Development			-
Plans and Specifications		\$4,000	\$ 4,000
Consultant Services			-
Site Planning			-
Hazardous Materials			-
Geotech/Soils Report and Soils Testing		\$ 10,000	\$ 10,000
Material Testing			-
Cost Estimating			-
Topographic Surveys			-
Construction Management			-
Construction Administration			-
Environmental		\$ 10,000	\$ 10,000
Move Management			-
Equipment Planning			-
Legal			-
Construction/Change Order			-
Other:			-
Subtotal		\$ 20,000	\$ 20,000
Miscellaneous Expenditures			\$ 0
Jurisdictional Review/Plan Check/Permit		\$ 35,000	\$ 35,000
County Services			-
Code Compliance Inspection			-
Contract Compliance Inspection			-
Design Review			-
Design Services			-
Contract Administration			-
Project Management			-
Project Management Support Services			-
ISD Job Order Contract Management			-
DPW Job Order Contract Management			-
ISD ITS Communications			-
Project Security			-
Project Technical Support			-
Office of Affirmative Action		\$ 1,000	\$ 1,000
County Counsel			-
Consultant – Gordian Group			-
Sheriff Job Order Contract Management			-
Subtotal			\$ 1,000
TOTAL	\$154,000	\$92,000	\$246,000

**DEPARTMENT OF PARKS AND RECREATION:
CRESCENTA VALLEY PARK IMPROVEMENT PROJECT
APPROVAL OF REVISED PROJECT AND BUDGET
(C.P. NO. 86922), (GRANT NO. P030-07-2122)
YOUTH EMPLOYMENT PLAN**

BACKGROUND (Scope of Work)

The scope of work includes replacement of an existing restroom.

Tasks that may be performed by At-Risk Youth

The Department will utilize youth for general maintenance at the project site after completion of the project.

Estimated Cost of Youth Employment

The Department has a youth employment budget. The cost of using youth is flexible and dependent upon number of youth and hours needed for these services.

Method of Youth Employment

The Department of Parks and Recreation (Department) employs youth to work in various areas of the Department through its Youth Enhancing Parks Program (YEPP). This program allows youth to work on projects based on their training, experience, and physical class. In addition, the Department requires contractors to make a good faith effort to employ at-risk youth from the community in which the project is being carried out, in compliance with the County's definition of "at-risk youth". The Department also has contracts with local conservation corps groups to perform as-needed services suitable for youth.

Youth Employment Goal:

Under the provisions of Los Angeles County Regional Park and Open Space District's policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles in the amount of \$15,739,750 has been met.